

Claverham Village Hall

Executive Committee Meeting

Minutes of the meeting held on 8 March 2007

Present: Chris Olive, Jean Watson, Andrew Pope, Brenda Smith, Barry Sullivan, Kath Panes, Steve Hunt, Becca Pope, Mark Jenkinson

Apologies: Bryan Mellor, John Bowhay

Shareholders issue: It was agreed that we would use the solicitor recommended by ACRE to advise us on Articles and covenants.

Minutes of previous meeting – Agreed as correct

Matters Arising – Youth Worker/club. KP reported that she and Phil Humphries kept missing each other but the query is in hand to enquire how to move this issue forward. JW had acquired a table tennis table from Portishead Youth Club, via Monica Stanley. It was agreed that we would pay £30.00 for this. **BM to send cheque.**

It was agreed that all members would enquire about someone who could teach table tennis to get a club going.

Strategic planning/budget – agreed to leave this till BM returns. In the meantime, **KP agreed to email BM to ask him to circulate his draft budget so that members could study it before next meeting.**

Confusion over the purchase of a new 3-in-1 printer for the office. It was agreed that we would revert to the agreement of last month and buy a new one. **MJ to purchase one.**

Registration forms – are printed and currently being delivered by news letter distributors.

Flag pole – JW passed detailed on about someone who would be able to help with this. **KP to contact Mr Fogg 01934 852134** to enlist his advice and to obtain flags.

Toys and storage – it was agreed that the storage space at the back of the hall needs urgent attention. So much is ‘stored’ in there that there is no space for proper organisation therefore things just get ‘thrown’ in. The freezers which were supposed to be moved last summer are still there, there is a beer rack which takes up space – all of which are used simply for one event per year. Money went into building adequate storage space and we need to make sure it is being used for the advantage of the charity. It was agreed that after the Beer Festival, much of this would either go or be stored in the attic. BP and her colleagues announced they planned to go in this weekend and sort through the toys.

Maintenance sub committee Terms of Reference

Much discussion took place over the meaning of some of the terminology and assumed lack of control over budgets. CO pointed out the need to make sure quotes were received before work was done etc. It was agreed that members of that sub committee would take it away and ‘ponder’ the use of words to make it clearer and bring suggestions to the next meeting.

Updates from sub committees

Maintenance – discussion about the latest damage to the heating pipes in the skittle alley where a dart had badly damaged a pipe resulting in a plumber having to be called to replace it. All agreed, after demonstration, that it would be very difficult to do this amount of damage

accidentally. It was agreed to cover the pipes with wood rather than plastic and to review coverage from the CCTV in the alley and purchase a new camera if necessary. **Action: BSu, JH, MJ**

Developing the Community – all going well. AP has spoken to the Local Action Group to ask them what they want to see being offered at the hall. This action was well received. An Easter Egg Hunt is being planned and volunteers are needed for the day.

Respect – various shelters were being investigated for smokers post 1 July, ongoing.

Registration forms gone out in preparation for AGM

May Day

An Open Meeting was planned for the following day. Dancing practice had started and members were trying to find a marching band for the day. It was agreed that staff from Claverham Ltd should be formally invited to the event and that we should ask for the grass to be cut in the field the week before the event when loose grass would be less of a problem.

Financial update

No papers due to BM's absence.

AOB

MJ and BP asked to review the rental policy regarding the loss of discounts for the toddler group. Much discussion took place with all members taking part. Votes were taken and re-taken but it was eventually agreed that the **new rates stand for everyone**. AP pointed out that there were times when we had to make tough decisions, KP pointed out that she had written to the Young Farmers on the same issue. The charges had not risen since the hall opened, now we have 2 paid staff to consider and overheads were more expensive.

BS pointed out that the painting class from Weston College left light on and sometimes the fire doors were left open. **KP agreed to contact the college**

JW agreed to organise the visit of Peledda Valley Male Voice Choir. Tickets will be sold for this event.

JW repeated the Wine and Cheese event on **21 March 5-7pm** to market the Parish Plan.

Yatton Parish Council are keen to get our views on the future of the hall in Claverham.

KP had received a letter from a member of a dancing class who has torn his trousers on one of our chairs, asking if our insurance covered the damage. It was agreed that hall equipment is used at people's own risk and we cannot be held responsible.

KP had received information on a roles and responsibilities training session run by

Community Action and asked people to let her know if they were interested in attending.

KP asked that meetings start promptly at 8.00.

The meeting closed at 10.30

Next meeting Thursday 12 April.